

**WNYRIC Advisory Council Meeting
December 12, 2008
1:00 p.m.-3:00 p.m.
Distance Learning Sites**

Attendees:

Lynda Quick (CA BOCES)	Maureen Donahue (Friendship CSD)
Michael Graf (CA BOCES)	Joseph DeCerbo (Bolivar Richburg CSD)
Jean Rexford (WNYRIC)	Bob Spino (Erie 2 BOCES)
Mark Sissel (Westfield CSD)	Paul DiFonzo (Fredonia CSD)
Jennifer Lilly (WNYRIC)	Mary Ann Buch (Niagara Wheatfield CSD)
Maureen Taylor (WNYRIC)	Richard Nicol (Alfred Almond CSD)
Richard Yochem (Avoca CSD)	Joseph Rumsey Prattsburgh CSD)
Deb Wallace (Prattsburgh CSD)	Charles Rinaldi (Gowanda CSD)
Suzanne Kovic (Akron CSD)	Donald Ogilvie (Erie 1 BOCES)
Darleen Michalak (Erie 1 BOCES)	Carol Troskosky (WNYRIC)
Dick Lydo (WNYRIC)	Rosanne Huffcut (WNYRIC)
Valerie Winegarden (WNYRIC)	

Advisory Council Meeting was called to order at 1:00 P.M. by Rich Nicol.

1. Review/approve meeting minutes from September 19, 2008

Dick Yochem made the motion to accept minutes of the September 2008 meeting, Joe Rumsey second the motion. The minutes were approved unanimously.

Rich Nicol welcomed the Advisory Council's newest members, Dick Yochem (Avoca CSD) and Suzette Benson (Erie 2 BOCES). Carol T. said she met with Dick and Suzette and reviewed the process, mission, and initiatives of the Advisory Council.

2. 793 Progress highlights

Rosanne's 793 Plan highlights:

3.02- Rosanne discussed the progress of Data Warehouse development of district trend reports. Earlier this year reports were released at the student level. Team is working on reports that will report by district/building/grade level and performance level breakdowns. Reports will show 3 year trend of students ELA test scores.

John's 793 Plan highlights:

6.03- Web based Inventory System is in phase 1 of development and should be available in Spring 2009. The system will give viewing capabilities of WNYRIC school district equipment via the Web Portal. Information available will include asset management, tech support/IT assets, warranty look up, and cell phone inventory.

10.01- Disaster Recovery and Business Continuity preparedness.

10.02- Establishment of secondary data center.

- Mitigator (DR/BC software planning tool) contract was signed in December. Training of staff will begin this Winter/Spring of 2009.
- Configuration of equipment/software to be located at 2nd site has begun.

- Design/implementation of redundant Time Warner line to second site is progressing.
- Environmental for second site (UPS system bid process under way).
- Communication plans for DR/BC preparedness with One Call Now being built and implemented.

10.03- Work has started on server room environmental. New enterprise level UPS system is in the bid process.

10.05- Research of security procedures and issues- The WNYRIC continues to attend and gain knowledge from FBI, Infragard, and Homeland Security conferences.

10.08- Gartner research services continues to provide support and information for technical research and development.

A meeting with IBM Design Center is scheduled for February 2009 to assist the WNYRIC with strategy on moving forward with second DR site and telecommunications.

3. Standards Committee Review- John reviewed highlights from Standards Committee meeting held on November 12, 2008:

- New WNYRIC wiki pages were demonstrated and reviewed on the Web.
- Reviewed new Standards list format on the Web on wiki page.
- Discussion about acquisition of IKON/Canon by Ricoh. IKON is no longer an authorized sales or service provider by Canon. However, they can sell Canon inventory that they have and will continue to maintain accounts from time of acquisition. The WNYRIC is researching how this will affect our current contracts and will pass the information along to our customers.
- The WNYRIC held annual meeting with high speed digital network printer vendors on October 24, 2008. Topics included our standard project process, service requirements expected from vendors. A checklist for quotes was also provided to the vendors.
- The WNYRIC continues to work with our vendors on Vista compliancy. Most vendors are compliant with only a hand-full that will not be Vista compliant.
- Discussion of a pilot at Niagara Wheatfield of One-on-One Computing. The district has obtained trial equipment (mini notebooks called Netbooks) from manufacturers Asus EEPIC; ACER; HP and DELL.
- Had a report on the WNYRIC Identity Management and security plans for January 2009.
- The Standards Committee received an add request form for Panasonic High Speed Digital Printers from Lancaster CSD; but the form had insufficient information listed. No action was taken at that time. John is following up with Lancaster CSD and the vendor reps.
- Request form was submitted by Ron LaVere from Cheektowaga for adding Exagrid to category of Server Back up. The committee decided that they were not ready to adopt, but recommended Cheektowaga CSD start a pilot for test purposes.
- The Standards Committee reviewed the Standards list and had minor modifications to Computer and Software categories.

Motion to accept recommendations motioned for changes to the Standards List was made by Dick Yochem and seconded by Mary Ann Buch. Motion carried unanimously.

4. FICA Committee report- Rosanne gave an overview of goals and initiatives of the FICA Committee. The Western New York Data Interest Group (WNYDIG) is a group that has been inactive for a year or so and recently there has been some renewed interest. A survey was developed to determine interest and the group discussed how to proceed. All that responded to survey want WNYDIG to continue and 70% want formal meetings 3-4 times a year. It was decided by FICA that the local BOCES would rotate facilitation and meetings would be held after DATAG meetings so that state data initiatives could be discussed locally. The meetings will be held at Erie 1 and WNYRIC Data Warehouse and BOCES Data Warehouse liaisons will be present to assist with the discussion around data reports from the warehouse.

5. Broadband contract extension- John gave update of the Broadband extension as of 12/12/08:

- October 2004/05 was the start of years 1-5 with end date of June 2010.
- Years 6-10 extension (with lower monthly rate) possible/available if all districts/BOCES are included in extension.
- WNYRIC and Time Warner have held several meetings to discuss technical and business contract options available for years 6-10 which could provide additional redundancy of fiber throughout the network.
- WNYRIC has also reached out to other fiber vendors to obtain other potential options for fiber consideration.
- The WNYRIC plans to provide information and recommendations related to years 6-10 extension in Summer 2009 to all WNYRIC districts.

6. Survey results from services meetings- Rosanne gave a report on a 4 question survey that was conducted in October following the WNYRIC services meetings. The first question asked if service meetings met planning needs. 70% said "yes", 5% said "no", and 21% responded "somewhat". The second question asked if the format gave enough information. 75% responded yes, 16% responded "somewhat". Some wanted more detailed information. The third question asked if sufficient time devoted to each service. 83% responded "yes", 2% said "no" and 10% responded "somewhat". The forth question asked if presentations should be held on a more regular basis. 62% responded "yes", 35% said "no". May consider adding an additional presentation in spring/fall. If a district needs more detailed information, they should work with their CSR to set up a district meeting or demo.

7. Pricing process for 2009-10- Carol T. reviewed process for pricing for 2009-2010:

- Cost analysis is conducted of all service areas
- Review of what it will take to increase revenue to meet new needs or to fund an existing service more effectively
- Apply cost to the overall list of services including any increases of our services where the money stays with BOCES
- Bottom line increase of service revenue to BOCES = 2.62%

- Apply cost to 15 sample districts to determine what impact increases have on real budgets
- Range from .37% to 1.98% for those districts sampled
- Range of small/large - not many services/many services
- Average of all 15 districts 1.05% increase

This information is also posted on the Wiki.

8. Time Warner tax information- Carol T. presented the following information regarding Time Warner tax impact:

- In April 2008, Time Warner decided to add 4 taxes/surcharges totaling 13.6% to our existing circuits. We protested all 4 charges.
- TW agreed to drop 1, leaving 3 charges totaling 13% in dispute
- 99 districts are affected due to Broadband
- 20 districts have additional impact due to intra-district circuits
- We are intending to collect potential taxes to hold in escrow starting January 1, 2009 and will return any overages
- A legal firm from Washington, DC has been contracted to dispute taxes/surcharges
- It is possible that we may be liable for some taxes (2.5%) which are a separate matter and line item from other surcharges (10.5%) which may be included in our negotiated cost.

9. Update on pilot for virtualization, 1 to 1 computing- Carol T. gave brief overview of pilot being done at Niagara Wheatfield of desktop virtualization. New mini Netbooks were provided by vendors to use for pilot of 1 to 1 computing in classrooms for a limited period of time. Mary Ann Buch said there are 3 classrooms involved in the pilot, and the students are very excited using these tools. The teachers said the students are completing tasks much faster.

10. Misc.- Carol also made a note of “save the date” of January 30, 2009 at which a time the WNYRIC will host a forum for discussion on how technology can enhance project based learning, and to investigate ways to virtualize and provide 24x7 access to school resources. More information regarding registration will follow in December.

Planning stages have begun for HSNF which may be a one day event instead of three.

Reminders:

Future WNYRIC Advisory Council meetings at all D/L sites will be:

March 13, 2009 1-3 p.m. DL with Q&A prior to meeting

May 29, 2009 10:30-noon DL

Motion to adjourn was made by Dick Yochem and seconded by Joe Rumsey. Motion carried unanimously.

Meeting adjourned at 2:20 p.m.

Respectfully submitted,
Valerie Winegarden
Account Clerk Typist